

Packet Contents for previous class on “How to Use Google to Your Advantage in Your Family History,” taught by Tamne Robinson

NOTE: URLs instead of PDFs are listed for copyrighted information. --Susan Heath

List of Google Search Engines by Country/Region

<http://www.genealogyintime.com/articles/country-guide-to-google-search-engines-page3.html>

25 Google Genealogy Style

<https://www.thoughtco.com/google-genealogy-style-1422365>

7 Free Google Search Features Every Genealogist Should Use: Google for Genealogy

<https://lisalouisecooke.com/7-free-google-search-features-every-genealogist-should-use-google-for-genealogy/>

Family History Internet Sites

<https://www.sites.google.com/site/familyhistoryinternetsites/compiled-by-kip-sperry>

Understanding how Google Searches

Number 6 on the following URL: Search for Terms Near Each Other

<https://familyhistorydaily.com/genealogy-help-and-how-to/6-secret-google-search-tricks-for-genealogy-thatll-help-you-find-your-ancestors/>

How Google Works (Tamne’s excerpt of this article begins with “Like all search engines, Google uses a special algorithm . . .”)

<https://computer.howstuffworks.com/internet/basics/google1.htm>

Tamne adds this advice:

Always retry Google as their search engine is constantly changing and evolving. What might not be on there today may be on there tomorrow. Never give up!

Google Cheat Sheet

Watch your spacing when using shortcuts – there should be no space between shortcuts and your words.

Google Option	How to do it	Example
Use important words only	Leave out words you do not want searched such as and, or, in, etc	James Jubal Robinson in Torrance County Instead: James Jubal Robinson Torrance county
Search exact words	Use quotes	"John Smith Plymouth Rock"
To exclude words or phrases	Use Hyphens	Civil War –Buffalo Soldiers –
Search specific websites	Use Colon	Civil War site:myheritage.com
If you have missing information	Use asterisks'	James *name* Robinson civil war
Find sites similar to others	Use related:	Related:newspapers.com
Search multiple specific words or combine searches	Use CAPITALIZED and /or and quotes it google	"james jubal Robinson" AND "Torrance County"; James Jubal Robinson OR Dora Lee Steinbough
Start with basic, narrow by adding new term	Name, location, birth, location, death location, etc	James Jubal Robinson, Torrance County, Born 1893, etc
Search a range of numbers/dates	USE TWO DOTS with no space Before: ..1850 After: 1850.. Range: 1850..1950	James Jubal Robinson 1886..1915 James jubal Robinson ..1915
Use words websites might use	Try varied phrases	James Jubal Robinson Obituary James Jubal Robinson Death Notice
To find a specific file	Find a published pdf or jpeg	*Robinson genealogy* filetype:pdf Robinson genealogy pdf
Searching for a webpage by words on the webpage	Use allintext:(words)	Allintext:James Jubal Robinson Torrance county
Searching for a webpage by words in the page and in the title, URL, etc	(words you are looking for) intext:(words in title or url)	James Jubal Robinson intitle:Torrance County
If you specifically want to search URLs or titles	Allinurl:(your words) Allintitle:(Your Words)	Allinurl:Residents Torrance County Allintitle:Torrance county
Searching specific websites	Site:web site address "your Words"	Site:ancestry.com "James Jubal Robinson"
Searching any page linked to another site. Will give you all sites/pages that contain that website/article,etc link. Good way to find other sources.	Link:(web site)	Link:ancestry.com Link:newspapers.com
Search similar words and synonyms	~"your words" This feature is no longer being updated because no one used it but still works	James Jubal Robinson ~death Or James Jubal Robinson Obituary will give you terms like obituaries, death, dead, etc. OR

[illegible]

Google search tips:

1. **Use the tabs:** If you need an image use the image tab – news use the news tab – it reduce the amount of information it has to sift through and the amount of information you have to sift through. When I can't find what I am looking for I will search images or news or something specific to see if it brings up something that will lead me to what I am looking for.
2. **Use Quotes to search exact words:** When searching for something specific, try using quotes to minimize the guesswork for Google search. When you put your search parameters in quotes, it tells the search engine to search for the whole phrase. Search for "James Jubal Robinson" pulls up everything with any of those names in them. In quotes it only pulls up anything that has that specific name in it.
3. **Use a hyphen to exclude words:** Sometimes you may find yourself searching for a word with an ambiguous meaning. When you Google search for Confederate Soldier in North Carolina, you may get results for any confederate soldier on record in North Carolina. If you want to cut information out, use the hyphen to tell the engine to ignore content. Confederate Soldier in North Carolina -officer. (make sure there is not a space between the hyphen and the word you want cut out) This tells the search engine to search for confederate soldiers in North Carolina but not any who were "officers". It can be wildly helpful when finding information about something without getting information about something else.
4. **Use a colon to search specific sites:** There may be an instance where you need to Google search for articles or content on a certain website. The syntax is very simple. James Jubal Robinson site:myheritage.com
5. **Use the asterisk wildcard:** The asterisk wildcard is one of the most useful tools in google. When you use an asterisk in a search term on Google search, it will leave a placeholder that may be automatically filled by the search engine later. James * name * Robinson revolutionary war it will bring up all the James Robinson's there is a record of during the time period of the revolutionary war. To you or me, that may look like nonsense. However, Google search will search for that phrase knowing that the asterisks can be any word.

6. **Find sites that are similar to other sites:** This is a unique one that could be used by practically everyone if they knew it existed. Let's say you have a favorite website. It can be anything. However you are not finding what you need on that website so you want to look at other similar websites, You would use this trick. `related:newspapers.com`. If you search that above, you won't find a link to `newspapers.com`. Instead, you'll find links to online newspaper archives like `newspapers.com`.
7. **MATH:** If you are interested... Google does complicated advanced math. When I am teaching my kids and we get a problem we just can't figure out how to get the correct answer on or we get multiple answers we let google solve it in order to verify the answer. It's a great tool for that.
8. **Search for multiple words at once:** Google search is flexible. It knows you may not find what you want by searching only a single word or phrase. Thus, it lets you search for multiples. By using this trick, you can search for one word or phrase along with a second word or phrase. This can help narrow down your search to help you find exactly what you're looking for. "James Jubal Robinson 1862-1931" or James Jubal and Dora Lee Steinbaugh or "How to research your ancestor?" or "How to do genealogy?" Or "How to use Google?" or "James Jubal Robinson Obituary" or James Jubal Robinson 1862-1931 Mountainair New Mexico. By searching a set of words or phrases you can widen your search don't forget to use quotes if you want the search to include a specific phrase or set of words.
9. **Search a range of numbers:** Genealogists should use this one a lot. Many times we are looking for people within a date range. By using two dots as in James Jubal Robinson 1886..1915 or James Jubal Robinson ..1931. The two dots with only one number will tell the search that you don't need anything before or after that number – in this case the year 1931. This can help narrow down searches to a specific number to improve search results.
10. **Keep it simple:** Now we're getting into the general tips. Google search knows how to search for a lot of things. What this means is you don't need to be too specific. Start with name: James Jubal Robinson or Cemeteries in Torrance County.
11. **Gradually add search terms:** There will come a time when Google search doesn't shovel out the results you expect. In this instance, keeping it simple may not be the best option. As Google itself suggests, the best method is to

start with something simple then gradually get more complicated. First try James Jubal Robinson. Second try James Jubal Robinson 1862-1931. Third Try James Jubal Robinson 1862-1931 Mountainair New Mexico. Fourth James Jubal Robinson 1862-1931 Mountainair Torrance New Mexico. This will gradually refine the search to bring you fewer, more targeted terms. The reason you don't go straight from the first try to the third or fourth try is because you may miss what you're looking for by skipping the second step. Millions of websites phrase the same information in a number of different ways; using this technique lets you search as many of them as possible to find the best info. Another example is: James Jubal Robinson obituary 1931 or James Jubal Robinson Died 1931 or James Jubal Robinson death 1931.

12. **Use words that websites would use:** This is a very important one. When people use Google search to hunt the web, they generally search for things using the same language that they would use for speaking. Unfortunately, websites don't say things the way people do; instead, they try to use language that sounds professional. Let's look at some examples: "I have a flat tire" could be replaced by "repair a flat tire." "My head hurts" could be replaced by "headache relief." The list goes on and on. When searching, try to use terminology you would find on a professional website. This will help you get more reliable results. In genealogy you might use "James Jubal Robinson Genealogy".
13. **Use important words only:** The way Google search works is to take what you search for and match it with keywords in online content. When you search for too many words, it may limit your results. That means it may actually take you longer to find what you're looking for. Instead of looking for James Jubal Robinson who lived in Torrance County in 1931 look James Jubal Robinson Torrance County New Mexico. Because it looks for everything with "James" in it. Then it takes and looks for anything that has "Jubal" in it and anything that has "Robinson" then anything that has "lives" in it and so forth. If you use only important words it weeds out stuff like James Bentley lives at 41 Sundance Kid road which is something that you don't need but it added it to your search because it hit on James and Lives. Doing this can help Google find what you need without all the clutter. So remember, keep it simple and use important words only.

14. Google search has shortcuts:

- A. Weather *zip code* – This will show you the weather in the given zip code. You can also use town and city names instead of area codes, but it may not be as accurate if there are multiple area codes in the city.
- B. What is the definition of *word* or Define: *word* – This will display the definition of a word. Define:research.
- C. Time *place* – This will display the time in whatever place you type in.
- D. You can check any stock by typing its ticker name into Google. If you search for GOOG, it will check the stock prices for Google.

These quick commands can take a web search that is usually multiple clicks and condense it into a single search. This is very helpful for information you need repeatedly.

- 15. **Spelling doesn't necessarily matter:** I frequently use google to spells something correctly. I type in the word how I think its spelled and it gives me the correct spelling.
- 16. **Always try different ways of saying things:** like the obituary, death, and dead or died example above.
- 17. **Find a specific file:** An often forgotten feature of Google search is the ability to search for a specific file or file type. This can be infinitely useful if you need a specific PDF or PowerPoint file that you previously viewed or need to use for another project. *Robinson Genealogy* filetype:pdf.
- 18. **You can Convert measurements or currency:** type - Convert 10 km to miles.
- 19. **You can track packages:** by typing the tracking number directly into google. It knows which site to track it on because each ups, Fed Ex and USPS number is unique to the company.
- 20. **This OR That:** by default, when you conduct a search, Google will include all the terms specified in the search. If you are looking for one or more terms to match, then you can use the OR operator (you must capitalize OR)
- 21. **Words in the text:** if you want to find a webpage where all the terms you are searching for appear in the text of that page (But not necessarily beside each other), type in allintext:James Jubal Robinson Torrance County New Mexico.

- 22. Words in Text + Title, URL etc:** IF you want to find a web page where one term appears in the text of that page and another term appears elsewhere on the page, like in the title or the URL, then type: James Jubal Robinson intext:Torrance County.
- 23. Words in the Title:** Want to find a webpage where one term appears in the title of that page and another term appears elsewhere on the page, like in the text or the URL? Type: James Jubal Robinson Intitle:Torrance County
- 24. Words in the URL:** If you want to find pages with your search query mentioned in the URL, type allinurl:residents of Torrance County
- 25. How to Search Within a Website:** Often, you want to search a specific website for content that matches a certain phrase. Even if the site doesn't support a built-in search feature, you can use Google to search the site for your term. Simply use the site:somesite.com modifier. Type – site:www.ancestry.com "James Jubal Robinson"
- 26. A Page That Links to Another Page:** Let's say you want to search for every website that cites a ancestry.com article on their website. To do this, use the link: command, immediately followed by the name of a page. Google will give you all pages that link to Ancestry's official website. The more specific the URL is, the fewer, more pointed results you'll get. Type – link:ancestry.com
- 27. Similar Words and Synonyms:** Let's say you want to include a word in your search, but also want to include results that contain similar words or synonyms. To do this, use the ~ in front of the word. "James Jubal Robinson obituary" ~death
- 28. News in a Specific Location:** If you're looking for news related to a specific location, you can use the location: command to search Google News for stories coming from that location. Type – James Jubal Robinson location:New Mexico OR Texas
- 29. Translations:** Want to translate a simple word or phrase from one language to another? No need to go to a translation website. Just search translate [word] to [language]. Example Search: translate krankenwagen to english
- 30. Phone Listing:** Let's say someone calls you on your mobile number, and you don't know who it is. If all you have is a phone number, you can look it up on Google using the phonebook feature. Example Search: phonebook:617-555-1212